

## **Minutes of Butler Public Library Board Meeting – June 14<sup>th</sup>, 2022**

**Minutes not formally approved until next Library Board meeting on July 12<sup>th</sup>, 2022**

**Meeting was called to order by Charlene Benjamin at 6:00pm.**

### **1) Members Present**

- a) Charlene Benjamin, Andy Kristensen, Michael Bates, Robert Krause, Karl DeBelack, Genavieve Danes, Roger Benjamin,
- b) Excused: Laura Meyer
- c) Guests: Pat Tiarks, Carol Zuba, Tom Sardina

### **2) Persons Desiring to be Heard**

- a) Carol Zuba asked if Board members would be able to work with Friends members at the upcoming Beer Gardens at Frontier Park on June 25 or September 16.

### **3) Trustee Education**

- a) Collection Development Policy – Genavieve suggested some edits, the Board reviewed. A business item to approve will be added to July's agenda.

### **4) Communications**

- a) Quarterly Technology Review (Goal #4: Tech Planning)
  - i) Went over upgrades to staff laptop and public PCs
- b) Update on Community Input Gathering Project (Goal #3: Community Alignment)
  - i) Email Charlene with feedback by June 30<sup>th</sup>
- c) Update on Library Rummage, June 10-11, 2022 (Goal #3: Community Alignment)
  - i) Made about \$60 from the rummage sale; had a lot of books left over; didn't sell any old technology, will recycle
  - ii) Board members and staff will take some books and distribute to local Little Free Libraries
- d) Update on Genavieve's Interim Goals
- e) 2023 Budget Discussion/Guidance
  - i) See Meeting Packet Page 14 for budget breakdown
- f) Other Communications
  - i) Discussion of Railroad Items Collection in July
  - ii) Discussion of possible action on Gun Carry policy for the Library in August

### **5) Consent Agenda**

- a) Consideration of minutes: May 10th, 2022 – correction to minutes, Roger Benjamin was in attendance
- b) Current Financial Report
- c) Current Circulation and Use Report / Program & Activity Report
- d) June Director's Report
- e) Motion to accept consent agenda by Michael Bates, seconded by Roger Benjamin, motion carried unanimously.

### **6) Old Business**

- a) Review and possible approval of the Meeting Room policy (Goal #1: Resource)

- i) Motion to accept Meeting Room Policy by Robert Krause, seconded by Karl DeBelack, motion carried unanimously.

**7) New Business**

- a) Review and possible approval of the Reference Service Policy (Goal #1: Resources)
  - i) Review tabled for July
- b) Review and possible approval of the Programming Policy (Goal #1: Resources)
  - i) Motion to accept Programming Policy with corrections by Michael Bates, seconded by Roger Benjamin, motion carried unanimously.
- c) Consideration to adjourn into Closed Session
  - i) The Board went into Closed Session at 6:45 pm under Wis. Statutes 19.85 (1)(c) to consider the employment, promotion, compensation or performance evaluation of any public employee. Motion to go into closed session by Michael Bates, seconded by Roger Benjamin, motion carried unanimously.
    - (1) The Board discussed proposed 2023 Wage increases
- d) Motion to return to Open Session at 7:20 pm by Michael Bates, seconded by Andy Kristensen, motion carried unanimously.
  - i) Motion to approve the preliminary wages numbers to proceed with 2023 budget planning by Robert Krause, seconded by Andy Kristensen, motion carried unanimously.

**8) Schedule Next Meeting**

- a) July 12<sup>th</sup>, 2022 at 6pm
- b) Will continue to offer both Zoom and in-person meeting availability.

**9) Adjournment**

- a) Motion to adjourn by Michael Bates, seconded by Robert Krause, motion carried unanimously at 7:23 PM.